



# Frederick County Board of Elections

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## MINUTES of the May 5, 2021 Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:00 PM, via video and teleconference by the Board President, Mrs. Mary Lou Green.

### **PRESENT:**

Mary Lou Green, President  
Shirley McDonald, Vice President  
Lawrence C. Hill, Secretary  
Mary Costello, Board Member  
William Woodcock, Board Member  
Daniel B. Loftus, Board Counsel

Stuart Harvey, Election Director  
Christine Winer, Election Supervisor  
Clifton Mowell, Election IT Specialist  
Marc R. Welch, Election Program Assistant  
MC Keegan-Ayer, County Council President

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### **GUESTS:**

Deborah Carter, Chair, Frederick County Democratic Central Committee.  
Jim Filson, League of Women Voters of Frederick County.

### **ADDITION TO AGENDA:**

Mr. Harvey added a discussion of the expected timeline for staff to return to the office to new business.

Mr. Harvey confirmed Ms. Schultz's official retirement date will be June 1, 2021.

### **APPROVAL OF MINUTES:**

Mr. Hill made a motion to accept the April 7, 2021 meeting minutes. Mrs. McDonald seconded and the motion passed unanimously.

### **COUNCIL:**

The council has begun working on the budget. There have been 4 workshops. She expects no issues with the proposed elections budget. Budget approval is due by May 31.

The County is working on determining a re-open date. Redistricting commission will begin work in late June/early July. Mr. Harvey will have more info section D of old business. They will be redistricting the county council districts.

The Board discussed the Council Liaison's report.

### **ELECTION DIRECTOR'S REPORT**

Mr. Harvey provided a written report and gave highlights from the report. The Board discussed the report.

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### **OLD BUSINESS:**

#### **A. FY21 BUDGET UPDATE**

Mr. Harvey provided the Board with an update on the current budget status. Despite overages in some categories, overall the budget is healthy and will cover all expenses at the end of FY21. Mr. Harvey expressed appreciation for the support of the County's budget office, as well as that of the County Executive and Council. The Board discussed the budget update.

#### **B. MUNICIPAL ELECTIONS**

Mr. Harvey reported on the outcome of the Mount Airy election. The Mayor's contest was determined by 2 votes out of approximately 1600 ballots cast. The Rosemont election was completed, with a turnout at 17 out of 190 registered. Woodsboro's election is Saturday, May 8, and New Market will be on May 11.

#### **C. CITY OF FREDERICK ELECTION**

Mr. Harvey updated the Board on the upcoming City of Frederick election. He's been working with the Mayor, Board of Aldermen and City Board of Elections to determine the Board's involvement. Currently the City is planning for a VBM election. Early voting will be 4 days prior to each election at the former Trinity School building off New Design Road. There will be drop-boxes located throughout the City.

#### **D. 2021 GENERAL ASSEMBLY**

Mr. Harvey provided a brief update on the election bills which passed in the just concluded session. The Board discussed the election bills.

#### **E. REDISTRICTING**

Mr. Harvey discussed the redistricting process. The County Council must complete their redistricting on the deadline required by County Charter. Due to the differences between County Charter requirements, and the work of the General Assembly, will require duplication of some work as boundaries are adjusted. Mr.



Harvey is reviewing each precinct configuration to ensure the data matches County GIS, City GIS, and the State's SDAT database ahead of the redistricting process. The Board discussed the process.

**F. MAEO 2021 CONFERENCE**

Mr. Welch updated the Board on the current planning for the 2021 MAEO Conference in Ocean City.

**G. OTHER**

Mr. Mowell updated the Board on the status of post-election maintenance. The process is complete and all equipment was examined and tested. Anything not working has been referred to repair.

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**NEW BUSINESS:**

OFFICE UPDATE:

Mr. Harvey updated the Board on upcoming plans to potentially reopen State offices around June 30th. The current plan is to have staff working in office 3 days per week. Mr. Harvey, Mr. Welch and Ms. Johnson would be in the office each Monday, Wednesday, and Friday. They would continue working from home each Tuesday and Thursday. Ms. Winer and the voter registration team will be in the office each Tuesday, Wednesday, and Thursday, working from home each Monday and Friday. Mr. Harvey will send the schedule to SBE HR manager. The schedule will depend on when the County re-opens for staff, as well as when the Governor ends the state of emergency.

CANDIDATE FILINGS:

Mr. Harvey briefed the Board on current candidate filings as referenced in the Election Director's report.

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**NEXT MEETING:**

The Board agreed to hold its next meeting June 9, 2021 at 2:00 PM via teleconference.

**EXECUTIVE SESSION:**

At 2:49 PM, Mr. Harvey requested the Board adjourn the public meeting and proceed to Executive Session. This action is in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article,

Section 3-305. This session discussed the following subsections under this provision:

- 3-305 (b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Mr. Woodcock made a motion to proceed to executive session. Mrs. Costello seconded, and the motion passed unanimously.

The Board recessed briefly to switch to the private video conference for the executive session, and reconvened at 2:54 PM.

**ADJOURNMENT:**

Mr. Woodcock made a motion to adjourn the meeting. Mrs. Costello seconded, and the motion passed unanimously.

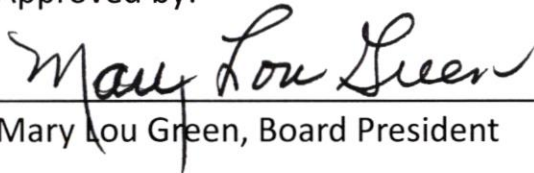
Meeting adjourned at 3:24 PM.

Respectfully submitted,



Marc R. Welch  
Election Program Assistant II

Approved by:



Mary Lou Green, Board President

6/23/21

Date